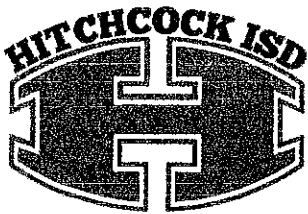


Technology Department Statistics

	Open*	Average Resolution Time	Work Hours During Period	Work Hours to Close	Closed	Opened	Request/Hour	Satisfaction
District Average	29	3 Days 7 Hours 31 Minutes			135	150		0.77
Average Time Unassigned	0				0	2		
Central Office	3	2 Days 29 Minutes			38	36	0.22	
Crosby Middle School	6	5 Days 7 Hours 24 Minutes			30	35	0.17	
Field House	0	6 Days 7 Hours 31 Minutes			2	1	0.011	
GGCC	1	10 Days 2 Hours 15 Minutes			1	2	0.0057	
Hitchcock High School	3	5 Days 2 Hours 54 Minutes			26	27	0.15	
Hitchcock Primary	5	6 Days 5 Hours 14 Minutes			7	10	0.04	
Kids First Head Start	1	3 Days 1 Hour 43 Minutes			11	11	0.063	
Stewart Elementary School	10	1 Day 4 Hours 38 Minutes			19	27	0.11	
Transportation	0	2 Hours 38 Minutes			1	1	0.0057	

Maintenance Department Statistics

	Open*	Average Resolution Time	Work Hours During Period	Work Hours to Close	Closed	Opened	Request/Hour	Satisfaction
District Average	91	9 Days 2 Hours 15 Minutes			146	155		0.74
Average Time Unassigned	0	2 Minutes			0	2		
Central Office	5	2 Days 1 Hour 6 Minutes			12	14		0.961
Crosby Middle School	15	8 Days 5 Hours 22 Minutes			42	45		0.21
Field House	0	1 Hour 9 Minutes			2	2		0.01
Hitchcock High School	44	11 Days 48 Minutes			54	49		0.27
Hitchcock Primary	9	2 Days 6 Hours 10 Minutes			12	17		0.061
Kids First Head Start	8	12 Days 7 Hours 43 Minutes			3	7		0.015
Maintenance	0	13 Minutes			4	4		0.02
Stewart Elementary School	10	17 Days 2 Hours 40 Minutes			17	17		0.086



Hitchcock Independent School District

Dr. Darryl J. Henson
Superintendent
409-316-6545 ext 1501
dhenson@hitchcockisd.org

FOOD SERVICE BOARD REPORT

July 2026

Chartwells Operations and Staffing

Our department's activities for the month of April included celebrating Easter with our youngest Bulldogs. Fun treats and positivity was shared with all. We continued adding new menu items, including Elote, which was a well received addition.



The Hitchcock ISD Child Nutrition Department is off to an encouraging start as a newly self-operated program for the 2026–2027 school year. While there are not yet enough operating days to provide statistically reliable meal-count comparisons, early participation is trending upward compared with the same period last year. The department has also hired and trained a strong student-focused team with an emphasis on food safety, quality, nutrition, customer service, consistency, and creating a positive dining experience. Moving forward, the program will focus on offering students more choices, higher-quality food, creative chef-driven meals, greater variety, and menus that reflect student preferences and current food trends.

A key initiative is the Hitchcock High School Culinary Council, which began with students from the Culinary Program and is intended to expand to students throughout the district. The council provides direct student input on menu items, flavors, presentation, service, and ways to make school meals more appealing, with student suggestions already influencing the next menu cycle. The department will continue emphasizing Center-of-the-Plate, Chef-Driven Meals while maintaining full compliance with USDA and Texas Department of Agriculture requirements. Through ongoing evaluation of participation, student feedback, food quality, menu performance, and operational efficiency, Hitchcock ISD is building a modern, student-centered Child Nutrition Program focused on feeding students well, listening to their ideas, providing meaningful choices, maintaining compliance, and continuously improving.

Contact Information

Douglas Hoffman, Director	832-720-9900	dhoffman@hitchcockisd.org
Gracie Mendoza, Ops Mgr.	409-316-6553 x1406	gmendoza@hitchcockisd.org
Pam Bollero, Admin. Asst.	409-316-6544 x1214	pbollero@hitchcockisd.org

Maria Trevino	– Manager - KFHS	409-316-6541 x1606
Maribel Solis	– Manager - SES	409-316-6543 x1306
Maria Carbajal	– Manager - HPS	409-316-6467 x1106
Jerri Loyden	– Manager - CMS	409-316-6542 x1406
Benny Gonzales	– Manager - HHS	409-316-6553 x1239



Hitchcock Independent School District

Dr. Darryl J. Henson
Superintendent
409-316-6545 ext 1501
dhensone@hitchcockisd.org



July 2026 HISD PD Monthly Report



July 1st

- TCOLE School Based Law Enforcement Advanced Training.

July 2nd

- TCOLE School Based Law Enforcement Advanced Training.

July 6th

- Off

July 7th

- TCOLE School Based Law Enforcement Master Training.

July 8th

- TCOLE School Based Law Enforcement Master Training.

July 9th

- TCOLE School Based Law Enforcement Master Training.

July 10th

- TCOLE School Based Law Enforcement Master Training. Officer Samuelson was recognized and honored by the Texas School Safety Center after earning his certificate for the highest credential in the School Based Law Enforcement training program.

July 20th

- Officer at HHS conducted second interview with applicant.
- Officer at HHS and applicant met with HR for condition job offer.
- Officer at HHS worked on background clearance and new hire procedures involving TCOLE and TX DPS.
- Officer at HHS followed up with Galveston County Sheriff Department regarding a previous call for service involving threats.
- Officer at HHS worked on online TCOLE training.

July 21st

- Officer at HHS worked on background clearance and new hire procedures involving TCOLE and TX DPS.
- Officer at HHS worked on online TCOLE training.

July 22nd

- Officer at HHS worked on background clearance and new hire procedures involving TCOLE and TX DPS.
- Officer at HHS worked with HR to ensure start date of new hire.
- Officer at HHS worked on online TCOLE training.

July 23rd

- Officer met with district attorney's office regarding sexual assault.
- Officer worked on supplement report related to sexual assault.

July 24th

- Onboarding with new officer.
- Officer at HHS and new officer visit uniform and supply store.
- Officer at HHS and new officer reviewed policies and procedures.

July 27th

- Officers worked on field training.

July 28th

- Convocation at HHS.
- Field training for new officer.
- Department meeting.

July 29th

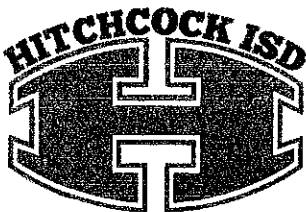
- Officers worked on field training.

July 30th

- Officers worked on field training.

July 31st

- Off



Hitchcock Independent School District

Dr. Darryl J. Henson
Superintendent
409-316-6545 ext 1501
dhenson@hitchcockisd.org

Transportation Monthly Report

Safety:

A. Safety Training: Mirrors Usage_ Proper Air Brakes

B. Training Mileages: 764 miles

Accidents or Incidents:

A. 0 Accidents

B. 0 Incidents

Bus Conditions:

A. Total Buses

a. Home to School (10)

b. Life Skills (1)

c. Behavioral (1)

d. Head Start (1)

e. CCISD Deaf & Hearing (1)

f. COM (0)

g. Mc Kinney Vento-TX. City (1)

Number of Bus Riders:AM/PM

8-11-26 HHS/CMS (295) SES/Primary (432)

8-12-26 HHS/CMS (430) SES/Primary (523)

8-13-26 HHS/CMS (454) SES/Primary (560)

Number of Bus Riders: KFHS 8-12-26 AM=9 PM= 20

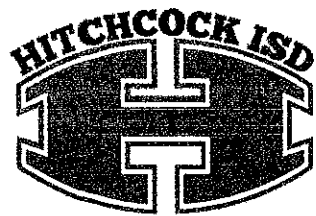
KFHS 8-13-26 AM=15 PM=17

Mileages: Routes-Home to School

8-11-26 472 miles

8-12-26 594 miles

8-13-26 705 miles



Hitchcock Independent School District

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dhenson@hitchcockisd.org

Board Athletics Report

WBGT FOR OUTDOOR SPORTS- Beginning with the 2026-2027 school year, UIL requires all member schools to monitor Wet Bulb Globe Temperature (WBGT) and follow activity modifications for outdoor athletic activities. As a Class 3 school, Hitchcock ISD must maintain on-site rapid cooling zones whenever WBGT reaches 82.0°F or higher during practices, workouts, conditioning sessions, or contests. These zones are required to provide immediate capability for full-body cold-water immersion using ice-water tubs or tarps (TACO method) to rapidly treat athletes showing signs of heat illness. Supplemental cooling resources such as shade, ice sponges, towels, and water misters are strongly encouraged.

SUMMARY OF EMERGENCY ACTION PLAN HITCHCOCK ISD ATHLETIC VENUES

2026-27 School Year | Post at Every Venue

EMERGENCY ACTIVATION

1. Athletic Trainer or Head Coach takes charge.
2. Call **911** immediately for life-threatening situations. State exact location:
"Hitchcock High School [Stadium / Gym / Baseball Field / Softball Field / Fieldhouse], 6629 FM 2004, Hitchcock, TX 77563 – [specific gate or entrance]."
3. Send someone to meet EMS at the designated access point and keep the path clear.
4. Begin CPR/AED or rapid cooling as trained.
5. Notify Athletic Director and Administrator on Duty.

KEY CONTACTS

- **Athletic Trainer:** Premier Sports Medicine LLC (insert name & cell)
- **Athletic Director:** Craig Smith – 409-316-6554
- **Athletic Secretary:** Linda Leuschen – 409-316-6544 ext. 1224 / Cell 281-235-0452
- **Interim Chief of Police / SRO:** Officer Harp – Cell 512-897-0356 / Work 409-316-6544
- **HHS Principal:** Donette Line – 409-316-6544
- **CMS Principal:** Andrew Lockhart – 409-316-6542
- **Superintendent:** Dr. Darryl Henson – 409-316-6545

HEAT PROTOCOL – CLASS 3 (Mandatory)

- Check WBGT within 15 min before activity and every 30 min.
- $\geq 82.0^{\circ}\text{F}$: Rapid cooling zone required (cold-water immersion tub or TACO tarp).
- $\geq 92.1^{\circ}\text{F}$: No outdoor activity.
- Unrestricted water access at all times. Never withhold water.
- Suspected heat stroke: Cool first (immersion preferred), then call 911.

CRITICAL EQUIPMENT & LOCATIONS

- AED, first-aid kit, and naloxone: Check posted signs at this venue.
- Rapid cooling equipment: Staged at outdoor venues when required.
- Safe Shelter: Gymnasium or Fieldhouse interior (no windows).
- EMS Access: Main gate near FM 2004 (Stadium/Fieldhouse) or designated field gate (Baseball/Softball). Confirm locally.

LARGE EVENT / CROWD NOTES

Additional security coordinated by Officer Harp. Keep EMS routes clear. Use PA system for weather or evacuation announcements.

FOOTBALL- The season is underway with practice going well under the new guidelines of WBGT from UIL regarding outdoor sports. Both high school and Crosby are practicing football at 6:00 PM in the evening so that we fall into the yellow and green zone to be able to practice a sufficient amount of time. If we don't go at 6:00pm we follow the guidelines that restrict equipment and time of practice. This will likely go on until the middle of September and the heat subsides heading into fall. So far we start in the yellow zone but quickly falls into the green zone as practice moves continues. Temperatures this coming week are forecasting to be in the 100's which will make the WBGT temperature reading higher.

We open the season at home on Friday, August 28th at 7:00pm in Bulldog Stadium. There are no restrictions for games, only practice but you must have a cooling zone set up.

Dr. Henson has your football season pass. We do not have passes for basketball or volleyball currently. We are with Houston ISD in the new district for all other sports besides football and that has been challenging as far as policy and procedures go compared to our old 3A district we were in for so many years.

VOLLEYBALL- Volleyball season is under way with our first home game on August 14th vs Stafford. We will be playing in the new 4A district with LaMarque and Houston ISD. We are looking forward to the being in the district as far as competition goes.

CROSS COUNTRY- Cross Country will follow the same outdoor heat protocols as we do in football.



Hitchcock Independent School District

Dr. Darryl J. Henson
Interim Superintendent
409-316-6545 ext 1501
dhenson@hitchcockisd.org

Board Report

Mrs. Andrea Vara, Executive Director of Special Education

July 2026

The month of July marked a strong beginning for the Hitchcock ISD Special Education Department as we established systems designed to strengthen compliance, improve instructional supports, and ensure a successful start to the 2026–2027 school year. Through collaboration with district leadership, campus administrators, families, and state partners, the department has focused on building sustainable processes that support both students and staff.

Program Development, Leadership, and Operational Systems

To establish consistent districtwide practices, the Special Education Department has begun developing a comprehensive Special Education Procedures Manual that will provide clear guidance on federal and state requirements, district expectations, and operational procedures. Existing procedures have been reviewed and updated, including a complete revision of the district's Homebound Services procedures to better support students with medical needs while ensuring compliance with state and federal regulations.

To improve consistency and accountability, standardized checklists and procedural documents have been developed for critical special education processes, including referrals, evaluations, ARD meetings, compliance timelines, documentation, and campus responsibilities. These resources will provide staff with practical tools to ensure high-quality services are delivered consistently across all campuses.

Throughout the month, meetings were held with all principals, assistant principals, special education staff, and district leadership to review campus needs, establish expectations, and strengthen collaborative partnerships that support student success.

Staffing, Compliance, and Instructional Supports

Significant efforts have focused on preparing the department for the upcoming school year by recruiting and securing contracted service providers for Occupational Therapy, Physical Therapy, Speech-Language Pathology, and Educational Diagnostician services to ensure students receive timely evaluations and related services.

The department met with the Texas Education Agency (TEA) to review Hitchcock ISD's Special Education Cyclical Monitoring Report and has implemented the district's Corrective Action Plan. In addition, an internal auditing process has been established to routinely review student records and district data systems to ensure compliance, improve data accuracy, and proactively identify areas for continuous improvement.

Special Education administrators also provided professional development for campus administrators regarding the referral process and trained special education staff on compliance procedures, documentation expectations, and department protocols to promote consistency across the district.



Hitchcock Independent School District

Sarah Saenz
Curriculum Coordinator
409-316-6545 ext 1204
ssaenz@hitchcockisd.org

August 24 Board Report

Sarah Saenz, Coordinator of Curriculum and Instruction

This summer has been an exceptionally busy and productive time for the Curriculum and Instruction team as we have worked diligently to ensure teachers and administrators are prepared for a strong start to the 2026–2027 school year.

A significant focus of our work has been supporting the implementation of Bluebonnet Learning. We developed comprehensive Bluebonnet Companion Guides to provide teachers with additional structure, guidance, and support as they navigate the curriculum. In addition, we created instructional slide decks for grades K–Algebra I to support lesson delivery, pacing, instructional consistency, and teacher preparation.

We have also partnered closely with Untapped Genius to develop and lead 40 hours of professional development for all teachers around Teach, Track, and Respond. These sessions are designed to strengthen instructional practices, build teacher capacity, and provide educators with practical tools they can immediately implement in their classrooms.

Beyond curriculum development and professional learning, the Curriculum and Instruction team has spent the summer working alongside campus administrators and teachers to prepare for the upcoming school year. From planning and resource development to addressing questions and removing barriers, our goal has been to ensure that campuses have the systems, materials, and support needed to begin the year with clarity and confidence.

While much of this work happens behind the scenes, the extensive preparation completed this summer represents a significant investment in the success of our teachers and students. We are excited to begin the new school year with strong instructional systems, aligned resources, and a continued commitment to providing high-quality instruction for every student.



Hitchcock Independent School District

Elena Trevino
Curriculum Coordinator
409-316-6545 ext. 1521
etrevino@hitchcockisd.org

July Board Report

Throughout July, my top priority was ensuring our campuses were fully prepared for the upcoming school year. I coordinated directly with Print Works to manage the production and delivery of our Bluebonnet Materials across the district. By staying ahead of schedule, I ensured that campuses received their materials early in July. This gave campus teams the time they needed to complete rapid inventory checks for me, allowing us to quickly pinpoint and resolve any missing items well before teachers and students returned.

In collaboration with our Academic Team, I helped facilitate a 5-day Targeted Teacher Resources (TTR) professional development training designed for K–12 teachers. Our primary goal was to strengthen Tier 1 core instruction across the entire district. Through this hands-on training, I worked to equip teachers with actionable strategies, aligned resources, and practical tools to elevate classroom instruction and foster student success across all grade levels.

Alongside my Academic Team, I focused heavily on curriculum writing to make lesson planning as seamless as possible for our teaching staff. I worked on compressing lengthy lesson plans into user-friendly companion guides, built presentation-ready slide decks, and made sure teachers had every material required to hit the ground running. Teachers were exceptionally appreciative of these efforts, noting how much easier it made their preparation for the start of the year.

Lastly but not least was the support we provided for the principals and teachers to prepare for the school year. We ensured that teachers had the materials they needed to be successful and were thought partners with principals on various topics related to curriculum and instruction.



Hitchcock Independent School District

Dr. Darryl J. Henson
Interim Superintendent
409-316-6545 ext 1501
dhenson@hitchcockisd.org

Board Report

Dr. Keri Launius, Executive Director of Student Services
August 2026

Instructional Readiness & Curriculum Allocation

A primary priority this month was ensuring that every classroom across all grade levels is fully resourced for Day 1. I finalized the official state EMAT disbursement filings and placed comprehensive curriculum orders districtwide, ensuring a seamless material rollout before students return.

Parallel to resource procurement, we made significant strides in defining our instructional focus through the development and rollout strategy for Teach, Track, Respond (TTR). This framework will serve as a core pillar for driving classroom instruction, monitoring real-time student learning, and deploying targeted interventions. Additionally, I completed necessary annual updates to both our Student Handbook and Grading Guidelines, ensuring clear, consistent, and equitable standards across all campuses.

Strengthening Student Support & Special Programs

Building an integrated support system required close collaboration across our specialized student services departments:

Counseling & Crisis Response: I met with the district counseling team to audit and refine our operational workflows for Section 504, the McKinney-Vento Homeless Assistance Act, and district Crisis Protocols. Our joint efforts focused on standardizing accommodation tracking, expanding support for vulnerable students, and ensuring clear emergency response steps across campuses.

Health Services Coordination: I met with our lead District Nurse to review clinic protocols, immunization tracking schedules, and emergency care plans to ensure our campuses are prepared for student medical needs on day one.

Compliance & Professional Growth: To maintain rigorous compliance standards, I completed specialized training in McKinney-Vento guidelines and completed administrator onboarding for Embrace LPAC, which will streamline our language proficiency assessment documentation and reporting.

Talent Onboarding & Districtwide Professional Learning

Preparing our educators for success remains one of our most vital responsibilities. A highlight of the month was hosting New Teacher Orientation, an inspiring and high-energy event where our incoming instructional cohort was introduced to district culture, instructional expectations, and essential support systems.

Alongside onboarding, I finalized the broader District Professional Development Plan for the upcoming school year. This comprehensive schedule maps out continuous learning opportunities focused on data-driven instruction, student intervention strategies, and regulatory compliance.



July 2026 Board Report

Human Resources:

- **New Substitute Orientation** – Conducted the initial new substitute orientation for the school year.
- **Hiring Process** – Participated in and oversaw the interview process for several positions within the district.
- **Onboarding** – Conducting background checks and overseeing onboarding paperwork and the process of new employees to the district.
- **Teacher Incentive Allotment** – Hitchcock ISD's modification plan has been approved by the Texas Education Agency.
- **Staff Training** – Created online training for all staff that meets the state requirements/
- **Certifications** – Actively monitoring staff certifications to ensure compliance.